



NOTICE

March 15, 2013

Changes for the Inspection of Fire Alarm & Fire Suppression Systems

Recent changes have been implemented regarding scheduling for fire alarm and fire suppression systems. Effective immediately, scheduling inspections for fire alarm and fire suppression systems are now performed by the Development Services Department (DSD).

Fire Inspections

To schedule a fire alarm and/or fire suppression inspection, please complete a [Request for Fire Inspection](#) form (DS-162), and email to dsdfireinspections@saniego.gov. Inspections may also be scheduled via phone at (619) 446-5440. When calling for an inspection, please leave one message and clearly provide your name, phone number, Approval/Permit Number, and type of inspection you are requesting. We retrieve messages throughout the day and will respond within the next business day. Messages left after 3:00 p.m., Monday through Friday, may not be returned until the next business day. Please have the information requested on the [Request for Fire Inspection](#) form available. Once we receive a request for an inspection, staff will schedule the inspection, and confirm with the customer via phone or email. The assigned inspector will call the customer before 10:00 a.m. on the day of the inspection to provide a 2-hour window for when the inspection will be performed.

Overtime Fire Inspections

Overtime inspections for fire alarms and fire suppression systems will be available based on staffing levels. If available, overtime inspections will take place before 7:00 a.m. or after 4:00 p.m., Monday through Friday, during the weekends and certain holidays. Customers should provide advance notice of a minimum of two business days when requesting an overtime inspection. DSD will respond within one business day to all inspection requests. Before conducting an overtime inspection, all fees shall be paid in advance and prior to 2:00 p.m. Inspections that take longer than two hours will be invoiced accordingly. If customers have questions regarding the scheduling of overtime inspections, please contact DSD at (619) 446-5440.

Key Contacts

The following list provides contact information of DSD staff that can respond to public inquiries regarding the inspection of fire alarms and fire suppression systems:

General Inspections: Bob Giaccaglia (858) 627-3348 or RGiaccaglia@saniego.gov
Fire Alarm Inspections: Nancy Martinez (858) 573-1226 or NMartinez@saniego.gov
Fire Sprinkler Inspections: Walt Richards (858) 573-1229 or WRichards@saniego.gov
High-Rise Buildings: Ron Carter (619) 446-5449 or RCarter@saniego.gov
Plan Review: Kelly Eisenstein (619) 446-5413 or KEisenstein@saniego.gov

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